

TOWN OF NEWFIELDS BOARD OF SELECTMEN
MEETING MINUTES
JUNE 28, 2005

The meeting was called to order at 6:30pm. Selectmen present were James McIlroy, Janet Smith and Roberta Gerkin. Others present were Library Trustees Robert MacPherson, Karen Lynch and Larry Arend, Reuben Hull, Jeff Feenstra and Wendy Chase.

The town copies of the MS5 were signed.

The Selectmen received copies of the 2004 audit from Plodzik and Sanderson for review.

Correspondence from Fran Lane on the Les Case case was reviewed.

The draft easement from TPL has not yet been received.

A notice from FEMA regarding the snow removal assistance was reviewed. The Town claim amount was changed to \$9,941.92.

The proposal by Exeter Monuments for \$400.00 per engraved monument for the lots donated to the town by the Hilton Family was discussed. Janet made a motion to approve the proposal, Roberta seconded and all were in favor. Brian will meet with Mr. Gallant and pick out rocks for the monuments.

The Newfields Water quality report was reviewed. There are no violations.

James made a motion to approve the minutes of June 21, 2005, Roberta seconded and Janet abstained.

James informed the Board that Attorney Flygare will be sending a proposed personnel policy next week.

Wendy informed the Board that Brian Knipstein spoke to a gentleman from NHDES in regards to salt storage guidelines. He will fax guidelines to the Town Office. He doesn't think there are any problems storing the salt at Hervey Court. The Sewer Plant is inspected on a yearly basis.

Joe Clark informed Wendy that he plans to have the storage unit up on his property prior to the lot inspection by the Board of Selectmen in August.

Bryan Christiansen of Comcast came in to discuss access to Channel 22. Bryan explained that Comcast does not change franchise agreements prior to their expiration. Comcast will use access to Channel 22 as a bargaining chip when it is time to renegotiate the new contract. The current contract with Comcast will expire April 2007.

Bryan also explained that it is not impossible to obtain access to Channel 22. If the Town were willing to give Comcast something in return such as extending the current contract between the Town and Comcast. The Selectmen agreed that it would be best to wait until our contract expiration date to make any negotiations.

Janet requested that Bryan find out whether or not Stratham, East Kingston or Kensington were accessing Channel 22. He will look into it and get back to us.

The Library Trustees were in to discuss the Library expansion plans. Warrant Article 7 passed giving the Trustees permission to appropriate \$15,000 from the previously established Capital Reserve Fund to use for the development of a Capital Improvement Plan for the Library expansion. Trustee Rob MacPherson explained to the Board that the Trustees would like input from the Board of Selectmen and the Towns people. The Trustees would like to keep everyone informed.

Trustee Larry Arend explained to the Board that if the current building is not revamped in any way it would not have to be brought up to current building and ADA codes. The new addition would have to meet all codes.

The Library Trustees presented a fee proposal from cbt development and Doucet Survey for the Library expansion.

Janet asked how many bids went out. Rob explained that 3 bids went out and they received 1 response.

James asked if they had discussed implementing building phases. Larry explained that this proposal did not have phases but they will have phases added the next time they meet with the developer.

The Board asked Rueben Hull to look over the proposal and give his opinion.

The main goals are expanding the parking, new addition; bring old building up to code and lastly landscaping.

Reuben reminded them that we need to coordinate the Library plans with the future sidewalks.

The Trustees will use Reuben's services as Town Planner.

The Trustees will contact Doucet Survey and schedule them to start the survey work.

The 5k road race was discussed. It was determined that future road races will have to be sponsored by the Newfields Library in order to be covered under the town's liability insurance.

James also informed the Trustees that a new more consistent detail rate policy will be put into place this summer.

Jeff Feenstra was in to discuss the cul-de-sac on Hemlock Court. He has been maintaining it for years. He would like some help from the town. The Town owns the cul-de-sac. Jeff would like the town to mulch it a few times a year and he will continue to mow it. The mulch would probably cost between \$500 - \$600 per year. The Selectmen will look at the cul-de-sac and make a decision next week. Wendy will contact Scott Moulton and find out how much he would charge to mulch it each year.

The Board asked Reuben's opinion on GASB 34. Reuben explained that it would be a benefit when working on the Capital Improvement Plans for each Department but not a necessity. The Selectmen agreed that it would be added costs to the Town to implement and maintain it. James made a motion not to implement GASB 34, Janet seconded and all were in favor. The Selectmen will revisit GASB 34 after the CIPs are in place.

The front walkway was discussed with Reuben. The paving must be done by October. The Town must be ADA compliant by January 1, 2006. Reuben will contact the duratherm asphalt company and get prices on how much per square foot it would cost. The front walkway from Main Street to the Town Hall and the side stairs would have to be done.

The Building Facilities Advisory Committee (BFAC) sent out space needs worksheets to be filled out by each Department. The Committee has instructed each Department to fill out the worksheet and meet with the Committee to review and discuss. The Selectmen will meet with BFAC on July 26, 2005 around 8:30pm.

Reuben presented his Town Planner report to the Selectmen. Items he will be working on and finalizing by the end of July include:

- Land Use Regulations on-line. People will be able to download the updated Zoning Ordinance, Subdivision regulations and Site Plan review regulations for free. Copies will be printed on an as needed basis. The costs will be increased and determined at a later date.
- Site Plan and Subdivision Review amendments including Commercial Architecture, Temporary uses of trailers and mobile homes and Cul-de-sac maintenance.
- Comprehensive rezoning-plan for adoption at March 2006 Town Meeting.

Reuben also updated the Board on Code Enforcement issues. He has contacted the developer of Evergreen Estates in regards to the construction trailer they have on site. It is not to be used as a sales office.

He is still working on the Guilford Rails trailer that does not meet town codes.

Wendy was directed to contact Brian Knipstein and invite him to next week's meeting to discuss the salt shed easement. The Board would like a detailed list from him regarding

what he would like included in the easement. Once the salt shed easement is outlined the Selectmen will have Fran Lane review. The Water & Sewer Commissioners may want to have their attorney review it also.

James made a motion to adjourn at 10:20pm, Janet seconded and all were in favor.

Respectfully submitted,

Wendy V. Chase